



Invitation to Bid HNS 21- 17

NOTE: Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

Documents included in Package:

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

Bid Walk & Bid Opening:

Project Address: SAFEHOME CHARLOTTE <div style="text-align: center; font-size: 1.2em; margin-top: 10px;">1211 Milan Rd.</div>	
Bid Walk: 12/14/20 @ 10:30 AM	
Bid Opening: 12/21/20 @ 2:00 PM	
Client Name: Diana Sanders ✓	Contact Number: 704 771 9214
Project Manager: C. Hitsman	Contact Number: 704 622 1685

Bid Walk and Bidding Instructions:

All bid walks are mandatory.

If you are going to be late the policy is the following:

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at _____ (cell # 704 622 1685 _____).

Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.

The Bids will be opened at 600 East Trade St. immediately following the above due date and time.



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at Milan to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Dollars (\$) _____

Written total

Specs Dated: 8/17/20 Number of Pages: 8

Addenda # 1 Dated: _____ Number of Pages: _____

Addenda # 2 Dated: _____ Number of Pages: _____

Project Schedule: *Minimum Start Date -* _____

Completion Deadline: _____

Please Print and Sign:

Company Name/Firm: _____

Authorized Representative Name: _____

Signature: _____

Date: _____



Requirements For Bidders

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

Rehabilitation Specialist
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 28202
PH: (704) _____
Fax: (704) _____



Instructions to Bidders

Explanations to Bidders

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

Preparation of Bids

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

Submittal of Bids

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
 - Scope of Work
 - Addenda Acknowledgement
 - Itemized Work Sheet
 - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

Work Specification

Prepared By:
City of Charlotte Housing & Neighborhood Services
600 E. Trade Street
Charlotte, NC 28202
(704) 336-7600

Property Details

Address: 1211 Milan Rd
Charlotte, NC

Structure Type: Single Unit

Square Feet: 1000

Year Built: 1975

Property Value: 39200

Tax Parcel: 03931803

Census Tract: 44

Property Zone: Council District 2

Owner: Diana J Sanders

Owner Phone: 704: 771-9214

Program(s): Healthy Homes
SHFY2020

Repairs

Description

Floor

Room

Exterior

All Contractor's Project Requirements

The contractor is responsible for project requirements, including but limited to:

COVID-19 Process

Obtaining all permits required. Said permits shall include all items in this scope of work.

Provide temporary toilet facilities from job start until the completion of work.

Provide AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Asbestos Abatement Scope

See attached scope. An allowance to complete the scope of work attached.

* Certified Asbestos Abatement Contractor mandatory

* Clearance will be paid by The City of Charlotte

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Work Specification

Vinyl Soffit & Aluminum Fascia

Install vented vinyl soffit to roof edges, ensuring existing soffit is opened up to allow attic ventilation. Install solid vinyl soffit to all gable overhangs. Wrap all fascia and wood trim with PVC coated aluminum coil stock.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Vinyl Siding

FOR WOOD SIDED AREAS ONLY

1. Replace all deteriorated exterior WOOD building components. Wrap home with Tyvek vapor/ infiltration barrier. Install vinyl clapboard siding including corners, door and window trim to complete installation. Owner's choice of siding color, exposure, and texture with 50 year warranty.
2. Install vinyl Gable Vents with screens
3. Include coil metal stock around windows.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Aluminum Storm Door

FRONT DOOR

Install an aluminum combination storm and screen door. Complete with self closer and locking hardware.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Prehung Metal Door Entrance

Kitchen door

Remove existing door, frame and threshold. Install new Energy Star rated pre-hung exterior door. Insulate cavity. Install mortised dead bolt and lever handled door hardware keyed alike. Install wide peep sight. New casing and shoe molding will match existing. Apply primer and topcoat. This installation to include repairing any damaged header, door framing, to include wall framing, sub-floor, floor joists and sill.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Troubleshoot and Repair Electrical Circuit

Loose/ missing breakers in Utility Room Panel Box

Troubleshoot malfunctioning circuit, replace any defective or damaged wiring, devices, and equipment and restore the circuit to safe and proper operation per all requirements of the Electrical Code.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Work Specification

Termite Damage - Kitchen AREA

Damage - Exterior Kitchen wall at wall C & D

Extends to interior studed wall(s), drywall, floor, rafters.

Replace all termite damaged framing & finishings. Paint.

This includes all tear out and replacement of all finish materials and mechanicals, electrical and plumbing.

* See Asbestos Scope of Work

Bid Cost:	<u> X </u>	=	<u> </u>
	Base	Quantity	Total Cost

Replace inoperable Living Room Receptacles and Plate

Replace inoperable Living Room receptacles and cover plate. Use code appropriate devices.

Bid Cost:	<u> X </u>	=	<u> </u>
	Base	Quantity	Total Cost

40 Gallon Gas Water Heater

Remove existing water heater and all obsolete or deteriorated flue piping and gas line and dispose of properly.

Install an insulated 40 gallon, glass lined, high recovery gas water heater with a 10 year warranty and an Energy Factor of .61 or greater.

Installation includes PRV valve and extension, drain pan with drain to the exterior, expansion tank, and new gas line and flue piping through the roof as necessary to meet the requirements of the Construction Specifications and Code.

Bid Cost:	<u> X </u>	=	<u> </u>
	Base	Quantity	Total Cost

Gas Furnace Replacement

Install a gas fired, forced air furnace with minimum AFUE rating of 90 or higher to existing plenum and gas line with electronic ignition. Include programmable thermostat, flue pipe and shut- off valve. Size furnace per heat loss analysis. Contractor to furnish Manual J calculations. Dispose of old furnace appropriately.

Bid Cost:	<u> X </u>	=	<u> </u>
	Base	Quantity	Total Cost

Air Conditioner INSTALL

Install new Energy Star Rated 14 SEER or higher air conditioner compatible with the indoor unit per the manufacturer's recommendations. Install Electrical Code appropriate shut-off . Support unit on a level concrete pad with a minimum of 3' clearance around coil. Re-insulate bare areas of refrigerant piping. Properly dispose of existing unit.

Bid Cost:	<u> X </u>	=	<u> </u>
	Base	Quantity	Total Cost

Work Specification

Demo and Rebuild Bathroom - Complete

Completely demo the existing bathroom. Remove all plumbing and electrical fixtures, doors and trim, and ceiling, wall, and floor coverings to the framing. Repair or replace all framing as necessary to meet the requirements of the Construction Specifications and the Building Code.

- See Asbestos Scope of Work.

Rebuild the bathroom complete with all the following features:

*floor, wall, and ceiling insulation at locations required by the Construction Specifications

*ceiling mounted fan vented through the roof

*switched light fixture over the vanity

*GFCI outlet per Code

*4 piece fiberglass tub and surround

*drywall and finish walls and ceiling

*25 yr vinyl plank flooring over 1/4" underlayment

*prehung six panel door and hardware

*baseboard and shoe mold at standard locations

*1.6 gpf commode- 17" high

*24" vanity with cultured marble top and single handle faucet

*3 piece bath hardware set (towel bar, paper holder, and towel ring)

*mirror over vanity

*walls and ceiling painted semi-gloss per Construction

*air-grill

Specifications.

All materials and construction methods shall meet the requirements of the relevant Construction Specifications and the NC Codes.

Bid Cost:	<u> </u>	X	<u> </u>	=	<u> </u>
	Base		Quantity		Total Cost

Install Handrail - Front Steps

Install Code approved handrails at front steps.

Any disturbed ground will be improved.

Bid Cost:	<u> </u>	X	<u> </u>	=	<u> </u>
	Base		Quantity		Total Cost

Exterminate Termites

Exterminate for termites. Drill and patch foundation and pavement where necessary. Exterminator must be licensed and provide a 1 year guarantee with an optional yearly renewable warranty for the homeowner.

Bid Cost:	<u> </u>	X	<u> </u>	=	<u> </u>
	Base		Quantity		Total Cost

Attic Insulation Increase to R-38

Increase attic insulation to R-38, contractor to attach verification to rafter at attic access, easily seen. Include ventilation baffles to code.

Bid Cost:	<u> </u>	X	<u> </u>	=	<u> </u>
	Base		Quantity		Total Cost

Work Specification

Smoke Detector Hard Wired

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Combination CO / Smoke Detector Hard Wired

Install a hard wired combination carbon monoxide and smoke detector with battery back up.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Dryer Vent

Install 4" rigid aluminum vent tubing from the specified dryer location to a 4" wall mounted dryer vent hood with a back flow preventer and NO screening. Fasteners shall not protrude into the interior of the exhaust duct. Seal all seams in the system with duct mastic or aluminum foil tape, not duct tape. Secure duct and hood to framing.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Resilient Flooring Kitchen

Kitchen Install 25 year warrantied resilient floor covering per manufacturer's specifications. Flooring material is to be vinyl interlocking planks and be waterproof. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Double Bowl Sink Complete

Install a 18 gauge 33" x 22" x 8" double bowl, stainless steel, self rimming kitchen sink including a single handle metal body faucet, rated at 2.0 GPM or less, with a 15 year drip- free warranty, P-trap, supply lines, full port ball type shut-off valves & escutcheon plates on all supply & drain lines. No copper compression fittings.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Counter Tops Replace

Screw to base cabinet a square edged plastic laminate counter top. Provide end-caps and cutout for sink. Caulk counter top to adjoining walls with low VOC caulking to match wall color. Owner's choice of in-stock color and texture.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Work Specification

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____

ASBESTOS ABATEMENT SCOPE OF WORK

& INSTRUCTIONS TO BIDDERS

Address

Complete the following scope of work:

N. Carolina Certified Asbestos Contractor Required for Abatement

1211 MILAN RD

11/9/0220

Work to be performed by a Licensed N. Carolina Asbestos Abatement Contractor

Method

Number

Cost Per unit

COST

Item #	Feature	Method	Number	Cost Per unit	COST
1	ASBESTOS - BATH : Green & Beige Vinyl Flooring (Layer 2)	Abate: Permit Required. N. Carolina Certified Asbestos Contractor to remove and properly dispose of the approximately 35 sq ft of asbestos containining Green and Beige Vinyl flooring prior to renovation or demolltion activites that may impact the material.			
2	ASBESTOS - KITCHEN : Orange Vinyl Flooring (Layer 3)	Abate: Permit Required. N. Carolina Certified Asbestos Contractor to remove and properly dispose of the approximately 240 sq ft of asbestos containining Orange vinyl flooring (Layer 3) prior to renovation or demolition activites that may impact the material.			
3	ASBESTOS - KITCHEN AND BATH : White spray on ceiling texture	Abate : Permit Required. N. Carolina Certified Asbestos Contractor to remove and properly dispose of the approximately 275 sq ft of white spray on ceiling texture on the Kitchen & bath ceiling			
4	ASBESTOS - Sheetrock & Joint Compound	Abate : Permit Required. N. Carolina Certified Asbestos Contractor to remove and properly dispose of the Sheetrock and joint compound to be disturbed during bathroom demolition and any other areas to be disturbed during the renovation			
5	Clearance required	Contractor to use Roy Consulting Group to provide Asbestos Clearance testing. City of Charlotte will pay for the testing.			
6					
7					
8					
9					
10					
total					

Contractors may submit an occupant protection plan on the form provided.

1 Contact Roy Consulting Group if an additional form is needed. Phone 704-968 4111

Complete all interior work in a unit in a single day.

2 Allow for replacement of 50 board feet of rotted wood.

3 Unless otherwise noted any window or door removal and replacement

4 includes frame and trim on both sides.

In lieu of complete removal, window frames may be enclosed with vinyl on

5 exterior in accordance with all project manual requirements

6 Contact Jim Roy to conduct inspections prior to repainting or other putback and after vinyl siding installation.

Windows being placed in a bathroom need to be tempered glass.

Total Bid

Acknowledgement of Addenda (if any):

Addendum#	Date

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

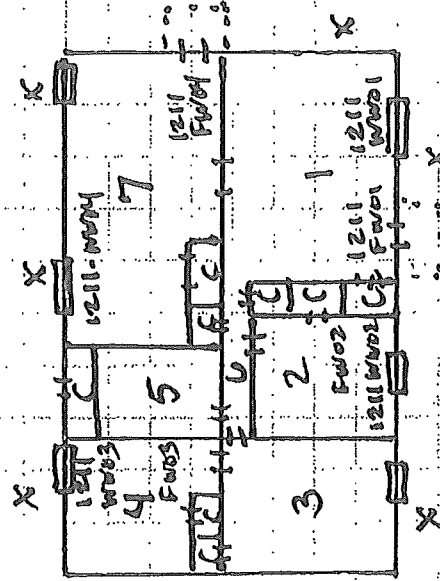
Signature of authorized contractor representative

Contractor Submitting Bid:

START DATE

COMPLETION DATE

SIDE C



SIDE B

SIDE D

Legend

☐ = Window

⊢ = Door

X = Soil Sample Location

SIDE A

NOT TO SCALE